



BOXBOROUGH PLANNING BOARD
29 Middle Road, Boxborough, Massachusetts 01719
Phone: (978) 264-1723 • Fax: (978) 264-3127
www.boxborough-ma.gov

John Markiewicz, Chair Eduardo Pontoriero, Clerk Nancy Fillmore Abby Reip Hongbing Tang

Meeting Minutes
June 6, 2016
7:30 PM
Morse Room, Town Hall, 29 Middle Road

Members Present:

John Markiewicz, Chair
Nancy Fillmore, Member
Abby Reip, Member
Hongbing Tang, Member
Adam Duchesneau, Town Planner

Members Absent:

Eduardo Pontoriero, Clerk

The Chair called the meeting to order at 7:36 PM.

Meeting Minutes of May 23, 2016

Mr. Markiewicz MADE a MOTION to approve the minutes of May 23, 2016 as amended. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

593 Massachusetts Avenue – Site Plan Approval Application – Boxboro Properties, LLC to construct a two-story building consisting of approximately 8,712 square feet of trade shop space with parking, sewage disposal, drainage, and associated landscaping and grading for landscape contractor, trade shop, and other uses

Mr. Markiewicz opened the continuation of the public hearing for the application at 7:45 PM. William Hall of Stamski & McNary, Inc. was in attendance to discuss the proposed project with the Planning Board. Mr. Duchesneau informed the Applicant and the Planning Board that only Mr. Markiewicz, Ms. Fillmore, and Ms. Tang could act on this application, and all of these Board members would need to vote in favor in order for the application to receive approval. Mr. Hall indicated he understood and still desired to move forward with the hearing.

Mr. Hall then provided an overview of the changes to the plans which had been made since the previous meeting. He noted that after discussions with Mr. Duchesneau, who received confirmation from the Building Inspector, they had situated a handicap parking space in front of the proposed new building. Additionally, they retained the three parallel exterior parking spaces on the west side of the proposed building, but removed one space from the east side. Mr. Hall also discussed the slide gate which would be part of the drainage system.

Mr. Duchesneau then called the Board's attention to the updated site plan and stormwater memorandums which had been submitted by the Town's Consulting Engineer, Places Associates, Inc. The Board, Mr. Hall, and Mr. Duchesneau then went through each of the items in the memorandums discussing how they had been or still needed to be addressed. Mr. Duchesneau then went over the list of proposed conditions for the project as laid out in his June 2, 2016 Staff Report. The Board discussed several items as part of this conversation including toxic and hazardous waste storage at the property, parking space size and location, potential uses of the proposed structure, and emergency vehicle access at the site.

Ms. Tang indicated she had concerns about the proposed project being so close to the Aquifer Protection District, as well as stormwater management and public safety concerns. Mr. Hall stated the drainage devices at the property will separate out grease, oil, and sediments from the stormwater. Ms. Tang felt hazardous materials should not be allowed to be stored in the structure and asked what would happen if there were a spill. Mr. Hall noted one of the proposed conditions in the Staff Report requires containment areas and spill containment kits in garage bays where toxic or hazardous materials will be stored. Ms. Tang reiterated her concerns about emergency vehicle access around the building, especially on the east side of the structure. She also stated she felt the proposed parking space sizes of 9 feet wide by 20 feet deep were too narrow, especially for larger trucks which can be 8.5 feet wide. Mr. Hall indicated an ambulance is 8.5 feet wide and this is the widest a vehicle can be without triggering the special "wide load" classification. Ms. Fillmore stated 10 feet of parking space width would be much more preferable.

Ms. Tang restated her concerns regarding the potential for oil and gas to leak into the parking area, and the parking lot's proximity to the Aquifer Protection District and wetlands. Mr. Markiewicz noted it is unknown what is at the site currently and any hazardous materials would need to be addressed accordingly. He also indicated he felt the proposed Site Plan is an improvement from what is currently at the property. Mr. Hall pointed out there is a current Site Plan Approval in place at the property for a stone/masonry and/or landscape company. Ms. Tang asked if any soil testing had been conducted at the property and Mr. Hall said none had been undertaken to this point.

Mr. Markiewicz stated he would like there to be a condition in the Site Plan Approval that, prior to the issuance of a Building Permit, the Fire Chief provide a written sign off to the Town Planner confirming there is sufficient emergency vehicle access around the entire structure. Ms. Tang noted 10 foot wide by 20 foot deep parking spaces are the minimum size required by the Zoning Bylaw and she felt this standard should be met in the Site Plan. Mr. Duchesneau indicated the Zoning Bylaw also gives the Planning Board the discretion to reduce the minimum parking space size as part of the Site Plan Approval process. The Board requested a condition of the Site Plan Approval include that at least 11 parking spaces which are 10 feet wide by 20 feet deep in size be located in the row of parking spaces along the rear of the proposed project site. The condition should also require that all other parking spaces at the property shall be at least 9 feet wide by 20 feet deep.

Mr. Markiewicz then MADE a MOTION to approve the Site Plan for the property at 593 Massachusetts Avenue as discussed by the Planning Board including the additional conditions

and to authorize the Planning Board Chair, the Planning Board Clerk, or the Town Planner to sign the decision on behalf of the Planning Board. Ms. Fillmore SECONDED the MOTION. All members voted in favor and Ms. Reip abstained from the vote.

Correspondence

Mr. Duchesneau called out the Boxborough2030 Recommendations and Implementation Plans which he had distributed to the Board members at the beginning of the meeting. He stated how he had highlighted each action item where the Planning board was the lead entity responsible for completion. The Board was instructed to review this document in preparation for the Joint Public Meeting with the Board of Selectmen on June 20, 2016.

Mr. Duchesneau then distributed a Special Permit application and plan set for the property at 171 Depot Road. Mr. Duchesneau explained the Applicant would be going before the Zoning Board of Appeals the next evening seeking a Special Permit to alter a nonconforming structure. If the Board desired, they could provide comments on the application to the Zoning Board of Appeals for consideration. Mr. Markiewicz asked for the location of the dwelling at 161 Depot Road to be displayed on the plans to determine if the alterations to the structure at 171 Depot Road will be a problem with the abutter. Ms. Fillmore stated it would be good to know where the well for the 161 Depot Road property is located. Mr. Markiewicz indicated he would also like to know if the well at 171 Depot Road will be adequate to support the increased number of fixtures, tubs, and sinks which will be installed in the renovated dwelling. The Board asked that these comments be passed along to the Zoning Board of Appeals for consideration.

Notice of Intent – Chapter Land – 94 Chester Road

Mr. Duchesneau informed the Board the property at 94 Chester Road was being taken out of its Chapter Land status. As such, the property owner is required to notify the Board of Selectmen as they have the right of first refusal to match the purchase offer which is in place to acquire the property and buy the land for the Town. As part of this process, the Board of Selectmen is seeking comments from various Town boards and commissions about the Town potentially purchasing this piece of land.

Ms. Reip asked why the purchase price is only \$150,000, as it seems rather inexpensive for over 12 acres of land in Boxborough. Mr. Duchesneau noted there are a number of factors which contribute to arriving at an agreed upon purchase price. Ms. Reip pointed out back taxes will need to be paid on the property because it was in Chapter and she stated she hoped the Board of Selectmen would waive their right of first refusal. Mr. Markiewicz noted if the Board of Selectmen waived their right of first refusal the Town would still get the tax benefit of the one single-family dwelling being constructed at the property and over 12 acres of Conservation Land would be acquired by the Town.

Mr. Markiewicz MADE a MOTION the Planning Board recommend to the Board of Selectmen they waive their right of first refusal to purchase the property at 94 Chester Road. Ms. Fillmore SECONDED the MOTION. All members voted in favor.

Eagle Scout Project Ideas

Mr. Duchesneau indicated the Town Clerk was looking for other potential Eagle Scout or community project ideas for volunteers to undertake. Ms. Reip felt it might be a good idea to prioritize the existing list of project ideas to direct volunteers to certain projects. She also pointed out the Project English program at the Acton-Boxborough Regional High School now requires students' projects to be entirely community focused. Ms. Reip suggested the Town Clerk reach out to the English Department to find out more details and establish a line of communication.

With no further business, the meeting was adjourned at 9:35 PM on a MOTION by Mr. Markiewicz, SECONDED by Ms. Tang, with all members voting in favor.

On Behalf of the Boxborough Planning Board

A handwritten signature in blue ink, appearing to read 'Eduardo Pontoriero', is written over a horizontal line.

Eduardo Pontoriero, Clerk